

MINUTES OF THE ALLIED BOARDS OF DIRECTORS
MEETING HELD ON
TUESDAY, JUNE 25, 2024 AT 5:30 PM
AGH BOARDROOM – 75 SPRING STREET, ALMONTE

PRESENT:

✓	C. A. Esnard	✓	T. Moffa
✓	M. Fortune	✓	S. Pirie
✓	J. Fournier	✓	R. Probert
✓	L. Gardiner	✓	G. Smith
✓	B. Harrington	✓	S. Snow
✓	R. Larkin	✓	M. Vermette
✓	L. Learmonth	✓	B. Young

REGRETS:

X	A. Bennett	X	G. Buckley
X	A. Champagne	X	B. Harvey
X	B. Lowry Bagshaw	X	D. Oosterhoff

STAFF:

✓	S. Cousineau	✓	T. McLelland
✓	B. Hilker	✓	R. Shaw

GUESTS:

✓	Mayu Patel –Master of Nursing Executive Student
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1.0	Call to Order
	<p>The Chair called the meeting to order at 5:30 pm and welcomed everyone to the last Board meeting of the 2023-2024 year. The Chair welcomed</p> <ul style="list-style-type: none"> • Melanie Fortune joining in place of G. McKillop as AGH Acting Chief of Staff • Mayu Patel, who is a Master of Nursing Executive Student shadowing L. Learmonth
2.0	Approval of Agenda
	<p>IT WAS MOVED AND SECONDED THAT THE AGENDA BE APPROVED.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
3.0	Declaration of Conflict of Interest
	No conflicts were declared.
4.0	Reminder to Consider Ethical Issues
	Directors were reminded to consider ethical issues.
5.0	Chair's Remarks
	<p>The Chair addressed the following:</p> <ul style="list-style-type: none"> • Reminded Directors to complete their meeting evaluation which T. McLelland will be sending out after the meeting • Thanked Directors for time and dedication as Board Directors, preparing for and attending meetings and events • Noted that there is a hard stop at 6:50 to enable everyone to get to the Octagon room in time for the AGM

6.0	Consent Agenda Matters
	<p>IT WAS MOVED AND SECONDED THAT THE FOLLOWING ITEMS CONTAINED IN THE CONSENT AGENDA BE APPROVED:</p> <p>a. Minutes of the Allied Boards of Directors Meeting held May 28, 2024</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
7.0	Business Arising from the Minutes
	There was no business arising from the minutes.
8.0	Matters Requiring Decision
	8.1 AGH 2024/25 Operating Budget
	<p>R. Larkin reported that Interim spending authority was extended to June 30, 2024. AGH has operated under spending authority based on the Boards approved Hospital Accountability Planning Submission. Ontario Health East has confirmed that one -time funding of \$1,835,000 will be provided to AGH to support the ongoing operational challenges. The recent discussions around cash advances and operating pressures have supported this increase. Further, the Ministry of Health has increased base funding of \$282,000 of prior year stabilization funding.</p> <p>A question was raised regarding one-time funding being permanent. B. Harrington reported that the CEO and CFO continue to advocate the Ministry to covert the funding to base annually.</p> <p>No further questions were raised.</p> <p>IT WAS MOVED AND SECONDED THAT THE AGH 2024/25 OPERATING BUDGET AS PRESENTED ON BEHALF OF THE ALMONTE GENERAL HOSPITAL RECOGNIZING THAT THE BALANCED BUDGET WAIVER WILL NOT BE RECEIVED UNTIL THE FALL OF 2024 BE APPROVED.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
	8.2 CPDMH 2024/25 Operating Budget
	<p>R. Larkin reported that CPDMH did not receive a funding letter however, CPDMH assumptions are being based on embargoed information shared with Almonte General Hospital and have been reflected in the 2024/25 operating budget. R. Larkin reported that there has been no communication of how Bill 124 impacting 2024/25 will be funded. Bill 124 funding was received in 2023/24 however, it was one-time Funding. Further, actual expenses around Bill 124 were funded at 85%.</p> <p>No questions were raised.</p> <p>IT WAS MOVED AND SECONDED THAT THE CPDMH 2024/25 OPERATING BUDGET AS PRESENTED ON BEHALF OF THE CARLETON PLACE & DISTRICT MEMORIAL HOSPITAL RECOGNIZING THAT THE BALANCED BUDGET WAIVER WILL NOT BE RECEIVED UNTIL THE FALL OF 2024 BE APPROVED.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
	8.3 AGH 2024/25 Capital Budget
	<p>R. Larkin referred to the memo included in the package noting the request for a contingency fund of \$150,000 was included in the Capital Budget.</p> <p>No concerns were raised.</p> <p>IT WAS MOVED AND SECONDED THE AGH 2024/25 CAPITAL BUDGET AS PRESENTED INCLUDING AN UNFUNDED \$150,000 GENERAL CONTINGENCY BE APPROVED.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
	8.4 BMO Loan Agreement
	R. Larkin referred to the memo included in the package indicating that BMO has provided a new loan agreement for existing debt in two credit facilities of \$2,360,395 and \$3,600,000. The new agreement

	<p>changes the interest rate terms to reflect the Canadian Overnight Repo Rate Average. There are no financial implications.</p> <p>No concerns were raised.</p> <p>IT WAS MOVED AND SECONDED THAT AUTHORIZATION OF THE PRESIDENT & CEO AND THE CFO TO ENTER INTO A LOAN AGREEMENT WITH THE BANK OF MONTREAL FOR THE EXISTING LOAN BALANCE MADE UP OF TWO CREDIT FACILITIES IN THE AMOUNT OF \$2,360,395 AND \$3,600,000 ON BEHALF OF THE ALMONTE GENERAL HOSPITAL BE APPROVED.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
	<p>8.5 CPDMH Ambulatory Care Lead Physician Job Description & Candidate</p> <p>A.Champagne reported that as Chief of Staff for the last two years gaps have been identified in Ambulatory Care. Ambulatory Care clinic volume ranges up to 150 out-patients a day, more than a dozen specialists and with a small booking department to manage it all. A discussion was held with Dr. K. Walker, Rheumatologist at both AGH and CPDMH, who has expressed interest in helping oversee the quality of care, report at MAC and to meet with the COS ad hoc to discuss any concerns or improvements. A. Champagne reported that K. Harbord indicated that there was a line item in the budget for a Physician Lead. The Physician Lead job description for CCC at AGH was used as a template and reviewed by both M. Fortune and A. Champagne and was brought forward to the CPDMH MAC for recommendation to the Allied Boards for approval. This position would be for CPDMH only but K. Walker will provide advice on clinics at AGH as well.</p> <p>No concerns were raised.</p> <p>IT WAS MOVED AND SECONDED THAT THE JOB DESCRIPTION FOR THE CPDMH AMBULATORY CARE LEAD PHYSICIAN WITH AN ANNUAL STIPEND OF \$12,000 AND APPOINTMENT OF DR. KYLE WALKER AS LEAD PHYSICIAN BE APPROVED.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
	<p>8.6 AGH FM/OB Physician Lead Candidate</p> <p>M. Fortune reported that in anticipation of changing the leadership role from the Lead Physician of Family Medicine/Obstetrics to Chief of Staff, the MAC has discussed and are recommending Dr. Laurel Kedrosky to take over the role from Dr. Fortune.</p> <p>No concerns were raised.</p> <p>IT WAS MOVED AND SECONDED THAT APPOINTMENT OF DR. LAUREL KEDROSKY AS AGH FM/OB PHYSICIAN LEAD EFFECTIVE JULY 1, 2024 WITH AN ANNUAL STIPEND OF \$12,000 BE APPROVED.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
	<p>6.7 AGH & CPDMH Chief of Staff Job Descriptions</p> <p>L. Gardiner reported that the Executive Committee met to discuss proposed changes to the AGH & CPDMH Chief of Staff job descriptions.</p> <p>No concerns were raised.</p> <p>IT WAS MOVED AND SECONDED THAT THE AGH & CPDMH CHIEF OF STAFF JOB DESCRIPTIONS BE APPROVED AS PRESENTED.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
9.0	Matters for Discussion
	<p>9.1 Report of the CEO & Senior Team</p> <p>B. Harrington noted that the Report was included in the package and highlighted that the CT Scan has some technology issues that may affect timelines however management has been working through the</p>

	<p>issues.</p> <p>B. Harrington congratulated everyone involved in the successful implementation of the Electronic Medical Record system Cerner at CPDMH which is now being used at both hospitals.</p>
10.0	Matters for Information
	There were no matters for information. M. Patel left the meeting.
11.0	In-Camera Business
	<p>The Chair noted that the in-camera business is under separate cover.</p> <p>IT WAS MOVED AND SECONDED THAT THE MEETING MOVE IN-CAMERA.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>

Approved Minutes signed by:



L. Gardiner, Allied Boards Chair



B. Harrington, Allied Boards Secretary